

**Texana Center
Board of Trustees
Minutes
Date: January 25, 2017**

On the above date the regular meeting of the Texana Center Board of Trustees was held in the Old Richmond Courthouse located at 401 Jackson Street, Richmond, Texas.

MEMBERS PRESENT:

Dianne Wilson, Board Chair
Dennis W. Young, Vice Chair
Anita Christensen, Secretary
Sue Fagan
Mary desVignes-Kendrick
Mary Rose Zdunkewicz
Randy Reichardt

MEMBERS ABSENT:

Willie Greer
May Tape

STAFF PRESENT:

George Patterson, Chief Executive Officer
Amanda Darr, Chief Financial Officer
Shena Timberlake, Director, Behavioral Healthcare
Tracey Shaw, Director, Development & Community Relations
Sheri Talbot, Director, Authority and Admissions
Kevin Barker, Director, Provider Services
Lori Marcus, Compliance Officer
Rhonda Hodges, Recording Secretary

STAFF ABSENT:

Kate Johnson-Patagoc, Director, IDD Specialized Services
Dot Preisler, Director, Human Resources

GUESTS:

Sarah Hudgins, ARC of Wharton
Wayne Allen, ARC of Wharton
Pat Sumner, Fort Bend NAMI
Michelle Lovelace, Fort Bend Clubhouse

Carol Harris, Fort Bend NAMI

I. CALL TO ORDER, INVOCATION, DETERMINATION OF QUORUM, RECOGNITION OF GUESTS, AND CORRESPONDENCE

The meeting was called to order at 9:02 A.M. by Dianne Wilson, Chair. Dianne Wilson said the invocation. The Board Chair determined there was a quorum present to conduct the meeting. Dianne welcomed guests who were in attendance. There was no correspondence to discuss.

II. RECOGNITION OF ABSENCES

Dianne recognized May Tape and Willie Greer as being absent from the meeting.

III. PUBLIC COMMENT

Dianne recognized Sarah Hudgins, Pat Sumner, Michelle Lovelace and Carol Harris as wanting to make a public comment. Sarah Hudgins briefly discussed the need for providing additional services for IDD in Wharton and surrounding rural areas. Pat Sumner and Michelle Lovelace briefly discussed the new Fort Bend Clubhouse which is now open on Wednesday's for anyone with Mental Health disorders. They invited the Board and SLT to attend their grand opening celebration which is being held on January 31, 2017 from 2:00 P.M. to 6:00 P.M. Carol Harris discussed the need for additional services for Mental Health.

Dianne announced to the Board that she would continue as the Texana Center Board Chair for two more years. She encouraged the other Board members to become more involved and build up their knowledge so that one of them can be ready to become the next Board Chair when she retires. She asked that any Board members who are interested in becoming the Board Chair notify either George or Dianne of their interest. She also asked that the Board notify Rhonda Hodges if they have any specific ties to any Legislative Representatives that they can call to let them know specific problems in relations to some of the bills being considered.

IV. APPROVAL OF MINUTES

- December 7, 2016 – Board of Trustees Meeting

Dianne questioned whether the Board had any additions or corrections to the minutes being submitted from the December 7, 2016 Board of Trustees meeting. There were no questions or changes requested from the Board. Dianne called for a motion.

A motion was made by Randy Reichardt to approve the minutes as submitted. Anita Christensen seconded the motion. **Motion Carried.**

V. THE BOARD WILL CONSIDER AND TAKE ACTION ON THE FOLLOWING ITEMS:

- Review and Consider Approval of the FY 2016 Financial Audit Report

Amanda mentioned that rather than the Diane Terrell coming in person to review the Audit, she would be providing the review through Amanda's speaker phone.

Prior to the official review of the Audit, Sue Fagan questioned why the audit report refers to IDD as "DD" throughout the audit. Amanda explained that this is how it has been done on the last several audits. After a brief discussion it was decided to have this corrected on future audits beginning with the FY 2017 audit.

Amanda introduced Diane to the Board explaining she would be presenting the audit to the Board. Diane provided a detailed review of the FY 2016 Audit report to the Board. She mentioned Texana increased their fund balance from 55 days of operation to 71 days of operation. She mentioned the recommendation is that Centers have at least 90 days of operation. They did not propose any audit adjustments based on their review. Diane ended her review mentioning there were no financial statement findings based on their review. Amanda thanked Diane for her presentation of the audit.

Dianne briefly discussed the \$2 million dollars received through PAP. She informed the Board that based on some new bills in legislature this year, it was possible this benefit will go away. Amanda briefly clarified that the drugs received through PAP don't actually belong to the Center, they just flow through Texana.

Anita Christensen questioned why the County tax fund totals listed in the Audit were off from the quarterly reports received from Rhonda. Anita mentioned it appeared to be off by \$15,000 which was the amount listed for Austin County. Amanda mentioned Texana had not received any funds from Austin County last year and that we sometimes we receive the funds and sometimes we don't. Next, Anita asked for additional information on the money listed for the Fulshear land purchase. Amanda provided a breakdown on that purchase and the money left in the balance is money being used to pay the interest only note.

Mary desVignes-Kendrick referred to page 13 of the audit report questioning the employment vacancy rate of 33.15% which was an increase of 30.72% a year ago. She asked if Amanda could provide some insight as to what we could do to improve this rate which will allow us to provide additional services. Amanda briefly discussed why the rate was so high and difficulty of keeping staff in positions where they haven't seen any pay increases in many years due to the limitations on what we are able to pay for many positions. Following a brief discussion, Dianne called for a motion on approving the audit report.

A motion was made by Dennis Young to approve the FY 2016 Financial Audit Report as submitted. Anita Christensen seconded the motion. **Motion Carried.**

- Review and Consider Approval of December 2016 Financial Report

Amanda provided a brief review of the December 2016 Financials. She reminded the Board that they previously approved the SLT to start withholding 1 % of their total budgets to go towards increasing Texana's fund balance to cover 90 days of operations. Amanda explained that the \$221,000 total surplus on the financials represented that 1%. She also mentioned the \$600,000 plus surplus under BH services will allow Shena to be able to invest additional funds toward the building of a new BH office building. The SLT is planning on bringing a Budget revision to the Board at the March meeting. Following a brief discussion, Amanda ended her review. Dianne asked if the Board if they had any questions for Amanda. Hearing no further questions, Dianne called for a motion.

A motion was made by Mary Zdunkewicz to approve the December 2016 Financial Report as submitted. Randy Reichardt seconded the motion. **Motion Carried.**

- Review and Consider Approval of New Member (Malene Georgeson) for the Planning, Network and Advisory Committee (PNAC)

George informed the Board that we currently have 8 members on our Planning Network and Advisory Committee and that this person would complete our 9 member requirement for the committee.

Mary desVignes-Kendrick asked for more details on this applicant. Kevin mentioned Malene was from Matagorda County and had an IDD family member in our services. This member will complete our committee as required by the State. Shena reminded the Board that we have requirements from the State where 50 % of the members

have to be IDD and 50 % Behavioral Health and that of those 50%'s half have to be community members and the other half have to have a family member currently in our services. There were no further questions so Dianne called for a motion.

A motion was made by Sue Fagan to approve Malene Georgeson, as a new committee member of the Planning, Network and Advisory Committee. Dennis Young seconded the motion. **Motion Carried.**

VI. EXECUTIVE SESSION

The Board entered into Executive Session at 10:35 A.M. to discuss the following.

AN EXECUTIVE SESSION (CLOSED) WILL BE HELD FOR THE FOLLOWING PURPOSES:

- Deliberation Regarding Current, Pending, or Anticipated Litigation

VII. EXECUTIVE SESSION RETURN TO OPEN SESSION AND CONSIDER TAKING ACTION ON THE FOLLOWING:

- Deliberation Regarding Current, Pending, or Anticipated Litigation

The Board exited Executive Session at 10:46 A.M. There was no action taken following the session.

VIII. OTHER BUSINESS

IX. NEXT BOARD OF TRUSTEES MEETING

Dianne announced the next Board meeting would take place on March 22, 2017, 9:00 A.M.

X. ANNOUNCEMENTS

Dianne announced the Texana Annual Tee-off would be held on April 10, 2017 at the Weston Lakes Country Club in Fulshear, TX. She asked that any Board members who are interested in volunteering for the event contact Tracey Shaw.

Dianne also reminded the Board that the next Annual Texas Council conference would be held on June 28th through the 30th at the Moody Gardens Hotel in Galveston. She asked that anyone attending this conference notify Rhonda Hodges.

XI. ADJOURN

The meeting adjourned at 10:47 A.M.

Respectfully submitted,


Rhonda Hodges
Recording Secretary

Approved:

 
Dianne Wilson Date
Board Chair